



Michael R. Pence, Governor
State of Indiana

Division of Disability and Rehabilitative Services
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To: DDRS providers of affected non-residential services

From: Cathy Robinson, Director, Bureau of Developmental Disabilities Services

Re: DDRS Updates on the Home and Community Based Services (HCBS) Final Rule – Tutorial and Technical Assistance Sessions on the required assessment of non-residential service settings

Date: September 13, 2016

The Division of Disability and Rehabilitative Services (DDRS) announces the initial posting of its Non-Residential Self-Assessment in the form of a PDF on the Family and Social Services Administration's [Home and Community-Based Services \(HCBS\) Final Rule Statewide Transition Plan Web page](#).

Providers of the following services may print the PDF to formulate their responses in preparation for the official online assessment:

- Adult Day Services
- Community-Based Habilitation (Group/Individual)
- Facility-Based Habilitation (Group/Individual)
- Prevocational Services

A tutorial on how to complete the non-residential self-assessment is posted on the [FSSA Webinars Web page](#) as well as the [HCBS Final Rule Statewide Transition Plan Web page](#) under the DDRS heading.

The official online assessment will be open from **September 13**, through **October 13, 2016**. A link to the assessment will be sent to the providers of Non-Residential Day Services NOA email address on **September 13**. All responses must be submitted using the online version during the open assessment period as hard copies will not be accepted.

DDRS will offer two technical assistance (TA) webinar opportunities during the 30-day assessment period. The TA webinars are scheduled for **September 21, at 9 a.m. EST** and **September 29, at 10 a.m. EST** and may be accessed as follows:

- URL: <https://indiana.adobeconnect.com/bdds>
 - Participants will sign in as a guest using their name. (up to 100 connections)
- Audio will be voice over internet, so participants will need to use speakers or headphones to hear the presentation.



- Prior to the webinar, participants can go to http://webinar.isl.in.gov/common/help/en/support/meeting_test.htm to test their connection. This will prompt the user with any needed updates or add-ins.
- Do not log into the webinar using Citrix or Virtual Private Network (VPN). These services will not be able to playback audio.

Additional information:

The first Home and Community-Based Settings required assessment of non-residential service settings webinar and the associated PowerPoint presented by the Bureau of Developmental Disabilities Services (BDDS) on August 8, 2016, are available at [FSSA Webinars](#) under the Bureau of Developmental Disabilities heading.

Questions or requests for assistance related to the day service self-assessment may be directed to inbdds@pcgus.com. Additional updates, guidance and resource information will be posted on the [HCBS Final Rule Statewide Transition Plan Web page](#), so please check back periodically for ongoing updates.